

**CITY OF SUNNYVALE**  
**SUNNYVALE BOARD OF LIBRARY TRUSTEES**  
Council Chambers - City Hall  
Regular Meeting January 6, 2003 - 7:30 p.m.  
**MINUTES**

1. CALL TO ORDER:

The meeting was called to order by Chairperson Jackie Harrison at 7:30 p.m. The following members answered roll call: Pam Anderson, Tom Flaherty and Robert Harms. Staff members present: Director of Libraries Victoria Johnson, Sr. Management Analyst Terilyn Anderson and Recording Secretary Sandra Barajas. Robert Harms moved to excuse William Soby's absence; seconded by Tom Flaherty; motion carried unanimously.

2. AGENDA APPROVAL:

Tom Flaherty moved to approve the agenda as presented; seconded by Pam Anderson; motion carried unanimously.

3. APPROVAL OF MINUTES OF 12/01/02 MEETING:

Jackie Harrison requested that item #11 be corrected from " California Room" to "Sunnyvale Collection". Robert Harms moved to approve the minutes as amended; seconded by Tom Flaherty; motion carried unanimously.

4. PUBLIC INPUT: None

5. NEW BUSINESS:

a. Quality of Life Report:

Sr. Management Analyst Terilyn Anderson gave a brief overview of the *Quality of Life Measures and Objectives* with the Board.

After discussion, boardmembers presented the following suggestions:

Strategic Priority: Diverse and Growing Economy

- #1 Clarify "appropriate balance or mix between different business sectors..." Boardmembers were unclear as to what "mix" of business sectors is trying to be accomplished by staff.
- #2 Boardmembers are unsure of what staff is requesting in this outcome measure. Are residents satisfied with the amount of service outlets in their neighborhood versus residents satisfied with the amount of service outlets in their neighborhood which reflect their specific needs and which they patronize?

Strategic Priority: Quality, Diverse, Affordable Housing

- #2 Boardmembers expressed concern with “at or below 80% of median income”. Boardmembers suggested staff clarify and rephrase the measure wording to only utilize either “at” or “below” 80%.
- #2 Boardmembers requested clarification if the “median income” was determined by salaries of Sunnyvale, Santa Clara County or California residents. Sr. Management Analyst Terilyn Anderson stated that staff acquired the information from HUD (U.S Department of Housing and Urban Development).

6. WORK STUDY PROGRAM:

a. Finalize Workplan Calendar for 2003:

Director Johnson reviewed the Workplan Calendar for 2003 with the Board. After review and discussion, Pam Anderson moved to approve the Board of Library Trustees’ Workplan Calendar for 2003; seconded by Robert Harms; motion carried unanimously.

b. Council Legislative Policies:

Director Johnson reviewed the Council Legislative Policies with the Board. After review and discussion, boardmembers suggested that staff remove the bold typeface in number seven of the Council Legislative Policies.

7. OLD BUSINESS:

a. Discussion of Joint Study Session/Library Sub-Element:

A brief discussion ensued regarding the future processes of the Library Sub-Element. Director Johnson commended the Board for their suggestions and feedback.

8. SAB (System Advisory Board) REPORT: Director Johnson is awaiting response from Jean Nix to see if she is interested in serving in the System Advisory Board.

9. CHAIRPERSON’S REPORT:

Chairperson Harrison shared a “Get Caught Reading” ad in the Christian Science Monitor featuring Whoopi Goldberg.

10. DIRECTOR’S REPORT:

Director Johnson noted the following:

- The Sunnyvale Public Library will host two Customer Appreciation Days; Tuesday, February 4<sup>th</sup> from 3 to 6 p.m. and Saturday, February 8<sup>th</sup> from 1 to 4 p.m. Staff will be greeting patrons as they enter the library with cookies. Boardmembers interested in participating should contact Sandra Barajas by Friday, January 31<sup>st</sup>. Boardmember Harms will be available on Saturday, February 8<sup>th</sup> to help greet patrons.
- City Council approved the Library Facilities Needs Study in the December Study Issues workshop. The study can only take place if funded under the special projects budget.

- Sc[i]<sup>3</sup> has received the bill for \$30,000 in subscription fees from the United States Patent and Trademark Office. This will cause Sc[i]<sup>3</sup> to spend all the excess revenues that have been accumulated to date. It is expected that the program will cover its expenses by year-end.
- The California budget deficit is now around \$35 Billion. According to the City Manager's recent study session with City Council, City revenues are down, personnel costs are up and it is uncertain how the governor and legislators will address the problem. Staff is preparing to respond as necessary as the situation becomes clearer.
- It is expected that the Planning Commission will be reviewing the Library Sub-Element in late February.
- A training session for Board and Commission members on "Mastering Meetings for Results" has been scheduled for Thursday, January 30<sup>th</sup> by the City Clerk's Office. Boardmembers interested in attending should contact Sandra Barajas by Wednesday, January 15<sup>th</sup>.
- Program flyers and announcements were distributed.

11. BOARD INPUT:

Pam Anderson commented on the article in the San Jose Mercury News regarding the Library SubElement. She expressed her concern about the lack of discussion in the article related to the library's space needs. She feels it is important to be sure the magnitude of this issue is understood and that we take every opportunity to help users and residents understand it. She also expressed how pleased she was to see the second article in the Sunnyvale Sun regarding the Friends of the Library.

Bob Harms distributed a 2003 calendar that Boardmembers may use to note Library Board meetings for 2003.

12. STAFF INPUT: None.

13. AGENDA BUILDING: As requested by Jackie Harrison, agenda item, "Brainstorm Communication with City Council" will be added as new business to the February 3<sup>rd</sup> board agenda.

15. NEXT MEETING: 2/3/03, Council Chambers - City Hall 7:30 p.m.

16. ADJOURNMENT: There being no further business, Robert Harms moved that the meeting be adjourned at 9:25 p.m.

Respectfully submitted:

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Victoria L. Johnson  
Director of Libraries